Ogden Air Logistics Center

U.S. AIR FORCE

INITIAL MEETING
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Overview

- **Initial IPT Meeting**
- **Who Should Attend**
- **What To Consider**
- **What's Next**

Initial IPT Meeting

- IPT Team Members
- Define Roles and Responsibilities
- Program Manager Establish Ground Rules
  - Agenda
  - Meeting Times and Places

Initial IPT Meeting

- **What Should the Team Consider**
  - **Requirements Definition**
  - **Program Background/History**
  - **Other Documents to Consider**
- **Market Research**

Initial IPT Meeting

- **What Should the Team Consider (con't)**
- **Acquisition Planning**
  - **Milestones**
  - **Dollar Value**
  - **Sources**
  - **Small Business**
  - **Competition**

Initial IPT Meeting

- **Acquisition Planning (con't)**
  - **Trade-Offs**
  - **Multiple Awards**
  - **Source Selection Procedures**
  - **Contract Type**
  - **Performance Specs**

Initial IPT Meeting

- **Acquisition Planning (con't)**
  - **Pricing Considerations**
  - **Delivery/Performance Period**
  - **Funds**
  - **T&E**
  - **Quality**

Initial IPT Meeting

- **Acquisition Planning (con't)**
  - **Standardization**
  - **GFP**
  - **Environmental**
  - **Security**
  - **Streamlining Considerations**

Initial IPT Meeting

- **What Should the Team Consider (con't)**
- **Risk Assessment**
- **Evaluation Criteria**
- **Draft RFP**
- **Source Selection**

Initial IPT Meeting

- **Action Items**
- **Communicate**